

# Module 5~ OBSERVATION & REPORTING PROCEDURES

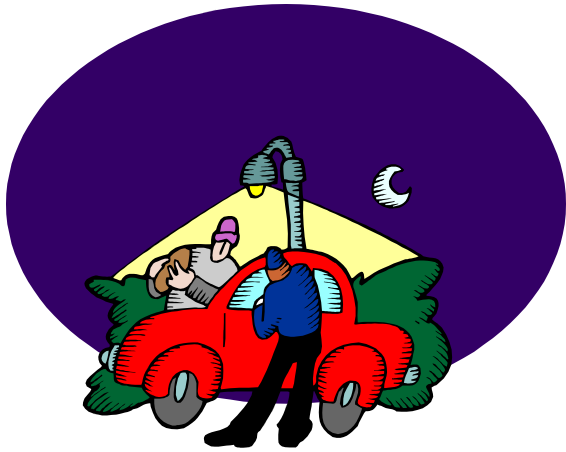
SNAP!



Safe Neighborhood Awareness Program<sup>®</sup>

**Neighbors helping neighbors  
keep their community safe and secure**

# Purpose



- Provide you with information on how and to whom to report this suspicious activity.



# Learning Objectives

- Describe suspicious activity
- Describe how to report suspicious activity
- Identify whom to report this information to
- Identify important community contacts, telephone numbers, and building numbers

# **Things to watch for (1 of 3)**

- Persons screaming or shouting for help
- Person asking for help or appearing to be distressed
- Unusual noises such as loud explosions or loud banging – dogs barking continuously
- Property being taken out of houses or buildings when the residents are not at home, or the business/activity is closed
- Vehicles moving slowly with no lights or apparent destination

## **Things to watch for (2 of 3)**

- Someone being forced into a vehicle
- A stranger running through a neighborhood
- A stranger taking pictures
- Persons appearing to hide their activity
- Activity such as fires, or other activity that requires an emergency response
- Vandalism, to include graffiti, broken windows, and other unsafe property
- Suspicious packages

## **Things to watch for (3 of 3)**

- Someone loitering around or looking into windows or parked cars
- Stranger sitting in a car or stopping to talk to a child or children
- Abandoned cars, or other items that may be harmful to children or others
- REPORT the above or other suspicious activity or persons immediately to the military police, security forces or polizei.

# How to report suspicious activity

## **(1 of 3)**

- Give your name and phone number (optional)
- Briefly describe the event:
  - Who was involved?
  - What happened?
  - When did it happen?
  - Where did it happen? Try to be specific
  - Were there injuries, or weapons involved?

# How to report suspicious activity

## **(2 of 3)**

- Describe the subject (s):
  - What was the person's gender?
  - Race
  - Age
  - Height and weight
  - Hair color
  - Clothing and distinctive characteristics such as beard, mustache, tattoos, earrings; scars, or voice characteristics, or accent

# **How to report suspicious activity**

## **(3 of 3)**

- Describe the vehicle(s) if one was involved:
  - Color
  - Make, model and year
  - License plate number
  - Special features such as stickers, dents, decals, rims, etc.

# COMMUNITY REPORTING PROCEDURES

280<sup>TH</sup> BSB  
COMMANDER

Military  
Intelligence

Provost Marshal's  
Office

Force Protection  
Office

280<sup>th</sup> BSB  
SNAP  
Coordinator

Installation  
SNAP  
Coordinator

**MILITARY POLICE**  
**0800 980 1111**

When reporting remember:

**Who**  
**What**  
**When**  
**Where**

**Certified SNAP**  
**Volunteer, Community Observer**